

Job Opening

Position:	Book Processor
Department/Store:	Treasure Chest/Books
Location:	Alcott Corporate Office
Wage:	\$7.85 per hour
Classification:	Part-time Associate
Number of Openings:	1
Hours:	20 – 24 hours per week Monday - Friday
Date posted:	10/17/2013
Submit Applications to:	www.goodwillswmi.org
Job Duties:	
<ul style="list-style-type: none"> • Sort books into different categories to maximize store revenue. • Arrange books alphabetically within assigned categories. • Determine which books should be priced higher than “regular” pricing to maximize store revenue. • Regularly clear out books not selling for distribution to other Goodwill locations. 	
Qualifications:	
<p>A demonstrated knowledge of books and book categories. Previous retail experience preferable and previous bookstore experience would be most helpful. Must be able to lift and carry 40 lb. boxes on a regular basis. The position requires repetitive bending, stooping, pushing, and reaching. At least a high school diploma or equivalency. Higher education is preferred and could offset a lack of experience in retail or bookstore selling.</p>	
<p>Equal Opportunity Employer</p> <p>Persons are recruited, hired, assigned and promoted only on the basis of job related criteria and without regard to age, ancestry, arrest record, citizenship, color, familial status, gender, gender identification, height, marital status, national origin, non-job-related disability, race, religion, sex, sexual orientation, veterans’ status or weight. This includes those affected by pregnancy, childbirth or related medical condition.</p>	
<p>Please click on and read: http://www.goodwillswmi.org/PDF/ApplicationTerms.pdf</p>	